

**Subject:- Invitation of Quotations for the supply of Electrical items by 03.09.2026 by 5 P.M. at DSA Office.**

Quotations are invited from eligible suppliers for the supply of Electrical items as per list 'A' attached for the hostels at PEC. Following are the terms and conditions: -

1. Rates should be provided in unit mentioned in list 'A' against each item.
2. The Rate contract will be valid for one year from date of issue of purchase order.
3. If the items other than the quoted ones are required by the HEC, the supplier shall arrange to deliver them at the prevailing MRP.
4. The contract will be extended for another one year on the basis of satisfactory performance.
5. If items other than the quoted ones are required by the HEC, the supplier shall arrange to deliver them at the prevailing MRP.
6. Under any situation, HEC shall not consider any request for the change of rates during the contract period.
7. The Committee reserves the rights to purchase any item from open market on their own, other than the lowest bidder without assigning any reasons.
8. Quality and Quantity aspects of the materials should be strictly adhered to, if any complaints are received from HEC, penalty as decided by the HEC shall be levied.
9. The "Quality", "Quantity" and "Regular Supply" are the essence, and the committee shall cancel the order unilaterally if the above terms and conditions are not complied.
10. Violation of the terms and conditions may lead to forfeiting of the security deposit and no claims shall be entertained thereof.
11. Dean Student Affairs shall be the final authority for any arbitrations.
12. The quotation will be evaluated on lowest price/ rate of items.
13. The quotation will quote of partial items will not be considered.
14. All quotation will be accepted through post/ speed post.
15. No quotation will be accepted personally.
16. No advance payment will be made; however, the payment of bill will be made within one week after receiving the items.

**Dean Student Affairs**